



# July 2, 2025 Regular Meeting of the McKinleyville Community Services District Board of Directors

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Time: 6:00 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or Telephone

Use ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653> )

or DIAL IN TOLL FREE: 1-888-788-0099 (No Password Required!)

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: [comments@mckinleyvillecsd.com](mailto:comments@mckinleyvillecsd.com) up until 4:30 p.m. on Tuesday, July 1, 2025.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, July 2, 2025 in a supplemental packet that will also be posted on the website for public viewing.

## Agenda

### A. Call to order

**1 Roll Call**

**2 Pledge of Allegiance**

**3 Additions or Changes to the Agenda**

*Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), upon a determination by two-thirds vote of the members of the legislative body*

*present at the time of the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the McKinleyville Community Services District after the Agenda was posted.*

#### **4 Approval of the Agenda**

#### **5 Closed Session Discussion**

*At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.*

There is no closed session scheduled.

#### **B. Public Hearings**

*These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.*

There is no public hearing scheduled.

#### **C. Public Comment and Written Communications**

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. Comments are limited to 3 minutes. Letters should be used for complex issues.*

Attachment 1 – Public Comment from Kevin Creed

#### **D. Consent Calendar**

*Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.*

#### **1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on June 4, 2025**

Attachment 1 – Draft Minutes from June 4, 2025

- 2 Consider Approval of May Treasurer’s Report**
- 3 Compliance With State Double Check Valve (DCV) Law**
- 4 Consider Approval of Agreement Between McKinleyville Union School District and the McKinleyville Community Services District for the Provision of After School Leaders to the 21st Century Community Learning Center After School Program at Dows Prairie Elementary School and Morris Elementary School**

Attachment 1 – MUSD and MCSD Memorandum of Understanding 2025-26

- 5 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts Between MCSD and the Mad River Youth Soccer League (MRYSL)**

Attachment 1 – HSC Agreement between MCSD and Mad River Youth Soccer League

Attachment 2 – Supplemental Maintenance Agreement Between MCSD and Mad River Youth Soccer League

- 6 Consider Approval of the Updated Sewer System Management Plan (SSMP)**

## **E. Continued and New Business**

- 1 Consider Selecting a Candidate for the California Special Districts Association (CSDA) Board of Directors for the 2025 Election for the Northern Network, Region 1, Seat B Position and the Authorize General Manager to Execute the Official 2025 Election Ballot**

Attachment 1 – Candidate Statements

- 2 Consider Selecting Candidates for Special District Risk Management Authority (SDRMA) Board of Directors and Authorize General Manager to Execute the Official 2025 Election Ballot**

Attachment 1 – SDRMA 2025 Ballot Instructions

Attachment 2 – Candidate Statements

- 3 Consider Topics and Dates for Joint McKinleyville Municipal Advisory Committee (MMAC) and MCSD Board Meeting**

**4 Consider Approval for the General Manager and Board Members to Speak on Behalf of MCSD in Support of the Town Center Ordinance at the Humboldt County Planning Commission and Board of Supervisors Meetings**

Attachment 1 – Draft Planning Commission Public Comment

Attachment 2 – Town Center Ordinance

**5 Consider Approval of the California Forest Improvement Program (CFIP) Grant Projects**

Attachment 1 – MCSD CFIP Project\_DescriptionDraft\_2025V2

Attachment 2 – CFIP Projects 2025 Aerial

**F. Reports**

*No specific action is required on these items, but the Board may discuss any particular item as required.*

**1 Active Committee Reports**

- a. **Parks and Recreation Committee (Binder/Biteman)**
- b. **McKinleyville Area Fund (John Kulstad/Binder)**
- c. **Redwood Region Economic Development Commission (Mayo/Biteman)**
- d. **McKinleyville Senior Center Board Liaison (Binder/Couch)**
- e. **Audit and Finance Committee (Orsini/Biteman)**
- f. **Employee Negotiations (Couch/Mayo)**
- g. **McKinleyville Municipal Advisory Committee (Binder/Orsini)**
- h. **McKinleyville Community Forest Committee (Orsini/Biteman)**
- i. **HBMWD Muni Water Task Force (Couch/Mayo)**

**2 Legislative and Regulatory Reports**

**3 Staff Reports**

- a. **Finance & Administration Department (Samantha Howard)**
- b. **Operations Department (James Henry)**

**c. Parks & Recreation Department (Kirsten Messmer)**

Attachment 1 – Parks and Recreation Committee Approved Meeting Minutes from May 21, 2025

Attachment 2 – McKinleyville Community Forest Committee Approved Meeting Minutes from May 20, 2025

**d. General Manager (Pat Kaspari)**

Attachment 1 – WWMF Monthly Self-Monitoring Report

**4. President’s Report**

**5. Board Member Comments, Announcements, Reports and Agenda Item Requests**

**G. Adjournment**

**Posted 5:00 p.m. on June 27, 2025**

*Pursuant to California Government Code Section 54957.5. this agenda and complete packet are available for public inspection upon request at the MCSD office, 1656 Sutter Road, McKinleyville. A complete packet is also available for viewing at the McKinleyville Library at 1606 Pickett Road, McKinleyville. If you would like to receive the complete packet via email, free of charge, contact the Board Secretary at (707)839-3251 to be added to the mailing list.*

*McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.*